

Judicial Administration Committee
Judicial Conference of Indiana

Minutes
May 10, 2002

The Judicial Administration Committee of the Judicial Conference of Indiana met at the Indiana Judicial Center on Friday, May 10, 2002, from 10:00 a.m. – 3:30 p.m.

1. Members present. Scott R. Bowers, Roland W. Chamblee, Steven M. Fleece, Karen M. Love, Judith S. Proffitt, Michael A. Shurn, David L. Welch and Frances C. Gull, Chair.
2. Staff present. Jeffrey Bercovitz provided the committee with staff assistance.
3. Guests present. Ron Miller State Court Administrator's Office; and Mr. Andy Hutcherson and Dr. Brian Vargus, I. U. Public Opinion Laboratory; Mr. Larry Grau; and Mr. Jim Jezek via speakerphone were also present.
4. Minutes approved. The minutes for the meeting of the committee on May 10, 2002 were approved.
5. Weighted caseload update.
 - a. Dr. Vargus and Andy Hutcherson distributed a draft methodology report on the case file audits. They agreed to revise the methodology report based on the committee comments, including placing totals for number of cases actually examined, including credentials of Dr. Vargus and the staff of the I.U. Public Opinion Lab, and other areas. Mr. Grau agreed to write his methodology and any observations about data collected.
 - b. Mr. Jezek reviewed tables of data in the following areas with the committee: counts of all judicial actions in case files, both pre and post judgment, average judicial officer times spent on various portions of each case type in the study, age of cases from filing to judgment, and other data. He agreed to clean up these data tables and prepare a table of average time for judges to process cases in the case types studies and email them to the Judicial Center. Mr. Miller and Mr. Bercovitz agreed to review these tables and distribute selected ones that generally covered all counties to committee members upon receipt.
 - c. Mr. Bercovitz distributed a proposed outline of the Weighted Caseload Study Update Report. The committee agreed by consensus to the following for the June 14 meeting:
 - (1) Review data tables from Jezek after distribution by the Judicial Center.
 - (2) Draft recommendations based on the attached outline and send them to the Judicial Center by June 7. See Attachment No. 1.
 - (3) Post minutes on the Internet for review by all committee members.
 - (4) Committee members agreed to present the draft Weighted Caseload Update Report at the Judicial Conference Annual Meeting in September.
7. Jury reform. Judge Gull agreed to send the draft letter to the Supreme Court with the committee's technical concerns about the new jury rules to the Judicial Center for distribution to

the committee for comment. All committee members should forward any thoughts about the letter directly to Judge Gull within a week after receiving the letter.

8. Next meeting. The committee agreed to meet again on Friday, June 14, July 12, and August 9, 2002, from 10:00 a.m. until 4:00 p.m. at the Indiana Judicial Center. They also agreed to meet on Wednesday, September 11 in conjunction with the judicial conference, on Friday, October 11, and Friday, November 8, 2002 from 10:00 a.m. – 4:00 p.m. at the Indiana Judicial Center.

Respectfully submitted,

Jeffrey Bercovitz, Director
Juvenile and Family Law

***PROPOSED OUTLINE
WEIGHTED CASELOAD STUDY UPDATE
FOR INDIANA'S TRIAL COURT JUDICIAL OFFICERS***

Judicial Administration Committee
Judicial Conference of Indiana
May 2002

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| 1. Acknowledgements | Gull |
| 2. Table of Contents | Jeff |
| 3. Introduction | Jeff |
| 4. Executive Summary | Jeff |
| 5. Project History (with references to 1996 study)
Explain weighted caseload | Jeff |
| 6. Judicial Time Study - Discussion/Methodology (similar to 1996 study)
List of counties with judicial participation
Site selection – jurisdiction and location
Judge time availability from 1996 study
Types of judicial officers and their times
List of case types for update and their definitions
Number of case related entries by case type
Discussion of “redocketed” cases
Discussion of Post Judgment activity
Discussion of non-case related time data | Gull |
| 7. Case File Audits – Discussion/Methodology
Numbers for types of judicial actions recorded
Some is this is already in IU Pub. Opinion Lab Methodology | Andy H./ Larry Grau |
| 8. Results: Average Times for Case Types (now in Appendix E of 1996 Study)
Include example of judge need chart for general juris. court | Jezek |
| 9. Recommendations for further study | All Committee members |
| 10. Recommendations for resources needed to keep weighted caseload updated | All Committee |

Appendices:

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| 1. Supreme Court Rule: In the Matter of Development of Local Caseload Plans,
94S00-9907-MS-390, July 16, 1999 | Fleece |
| 2. Tables of Judicial Times (from first portion of study)
Appendix C from 1996 study
Need to include tables from 1996 study of case types with some underlying data | Jeff
Jeff |
| 3. Tables of Judicial Actions (from second portion of 2002 study) | |
| 4. Instructions and data collection forms for judicial time study | Jeff |
| 5. Instructions and data collection forms for judicial actions in case audit
portion of study | Jeff |
| 6. Case aging data tables | |
| 7. Judge time availability data from first study | Jeff |
| 8. Other tables
Case filing data | |
| 9. Any articles about first or second study (Court Times, Indiana Lawyer, etc.) | |